


Project Name:		Reviewer Name:	
---------------	--	----------------	--

 Maryland Energy Administration		FY22 Public Facility Solar Grant Program AOI 2, Third Party Systems	
		APPLICATION	REVIEW CHECKLIST (INTERNAL)
A. Applicant and Project Eligibility			
	PROJECT NAME (and rooftop or solar canopy)		
	Application is filled out completely with all required dates and signatures?	YES/NO	List Discrepancies
	Application was submitted by the deadline date	YES/NO	
	Is the application from a state agency, public university, community college, public school, county, or municipal government entity for a project on a public facility in Maryland?	YES/NO	
	Is the project for the installation of solar panels on EXISTING infrastructure (buildings, parking lots, etc.) as defined in the Notice of Grant Availability?	YES/NO	
	Is the proposed project greater than or equal to 10kW (or justification provided)?	YES/NO	
B. Application Evaluation Criteria (from Notice of Grant Availability)			
	Leverage quotient (total cost / total grant funds from all sources) Points = (leverage quotient/5)	Points =	
	Specify if the system provides resiliency to critical infrastructure (i.e., paired with a battery or other electrical energy storage system)	2 points if yes	
	Specify if the project is designed for incorporation into a resiliency system (i.e., plans for a battery to be installed at a later date)	1 point if yes	
	Is this an institution that actively teaches solar energy courses? Is the array instrumented to provide values to the classroom	1 point if yes to both questions	
	Will the project be ready for operation within 12 months of grant signature?	1 point for yes	
	Will array data be visible to the general public through a continually updating sign, display, dashboard or internet website?	1 point for yes	
	Are EV chargers installed as part of this project?	1 point for yes	
C. Required Documentation			
	Site Owner (State or Local Government Entity) W-9 Form provided?	YES/NO	
	Site picture provided showing the location of the proposed solar arrays?	YES/NO	
	Description of array, to include location on buildings and parking lots, number, capacity & types of solar panels, inverters, EV chargers (if installed)?	YES/NO	
	One-line electrical schematic showing where/how the array connects to the facility's electrical system provided?	YES/NO	
	Calculation of cost savings to site owner over PPA period provided?	YES/NO	
	Letter of intent between the site owner and 3 rd party owner?	YES/NO	
	Letter of intent between the system owner and the financier (or statement that the 3 rd party owner is providing internal funding)?	YES/NO	

Project Name:		Reviewer Name:	
----------------------	--	-----------------------	--

	Timeline provided for the project (assumes a February 1, 2022 start date)?	YES/NO
	Certificate of Good Standing for system installer (SDAT website printout is acceptable)?	YES/NO
	Evidence that the applicant will control the proposed project site for at least 15 years after the solar system is expected to be complete?	YES/NO
D. Total Points		
	Total Points from Section B	_____ points
E. Subjective Comments		
	Include additional comments such as (geographic diversity, ability to be seen from highway, etc.), and anything else you think worthy of note.	:
F. Your Recommendation		
	Award, do not award, need more information, etc.	NOTE:

Date Reviewed:	
----------------	--